

~~SECRET~~

MEMORANDUM OF UNDERSTANDING

SUBJECT: Special Detail

I have read and understand the provisions of  
Memorandum For the DD/I, DD/P and DD/S, Subject:  
Special Requirement for On-Duty Personnel, dated  
7 April 1956.

Date: \_\_\_\_\_

Official Personnel File

~~SECRET~~

**CONFIDENTIAL**

UNCLASSIFIED

Approved For Release 2002/09/04 : CIA-RDP78-04718A002100070064-3

CONFIDENTIAL

SECRET

## ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

TELEPHONE NO.

A-D/Pers

DATE

2 April 1956

25X1

25X1A9A<sup>o</sup>

ROOM NO.

DATE

REC'D

FWD'D

OFFICER'S INITIALS

TELEPHONE

COMMENTS

1.

DD/S

Attn:  

2.

121 East

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

1. Attached is the memorandum which we discussed regarding special assignment of clerical personnel.

2. Please note the hours of work shifts are not the same as those listed in the reference. We were asked by the using activity to make this correction.

3. Also attached are blanks to be signed by nominees. This is in lieu of signing the memorandum as requested in Paragraph 9. The reason is to reduce the bulk of paper which will go into employee files.

4. Additional copies are now being assembled and will follow soonest.

Document No. 12No Change in Class. ☐☐ ReclassifiedClassified by TS CReview Date: 1-4-29

25X1

FORM NO. 610  
1 APR 55REPLACES FORM 51-10  
WHICH MAY BE USED.

SECRET

CONFIDENTIAL

UNCLASSIFIED

U. S. GOVERNMENT PRINTING OFFICE 16-61155-4

(40)